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LOUISVILLE
FREE PUBLIC LIBRARY

LOUISVILLE, KY.

1914

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Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.

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LOUISVILLE FREE PUBLIC LIBRARY—MAIN BUILDING

FOREWORD

The Louisville Free Public Library was established by an act of the City Council April 12, 1902, authorized by an act of the General Assembly of the Commonwealth of Kentucky, approved by the Governor March 21, 1902 and opened for circulation of books in May 1905.

The Polytechnic Society and the Louisville Public Library were merged with the Louisville Free Public Library under a ninety-nine year lease in 1904. This included a store building in Fourth Avenue together with books, statuary, museum collection, paintings, etc. The rent from this building, which is occupied by a department store under a twenty-year lease, has added materially to the revenue for current maintenance. This property was transferred without conditions to the library in May 1913.

The wonderful advance in library facilities was made possible by the gift of \$250,000 from Mr. Andrew Carnegie in 1902 and an additional gift of \$200,000 in 1906. The first was for a central library building and the subsequent gift for approximately eight branch buildings. The city has met Mr. Carnegie in these gifts by appropriating money for sites, furniture, books, etc., as the buildings were erected, and in addition has appropriated each year more than the ten per cent required for current maintenance.

The Louisville Free Public Library consists of a central library, eight branches, 213 class room collections in 35 school buildings and 50 station collections in factories, department stores, social centers, etc., a total of 272 centers for the circulation of books for home use.

The Carnegie library buildings are well located in the different sections of the city as originally outlined when it was decided to have eight branches in addition to the Main building. However, two sections which have built up rapidly in the last few years were not included in the original plan. The section known as South Louisville, the home of hundreds of workmen connected with the shops of the Louisville and Nashville Railroad, and the section known as Butchertown, where many homes have been erected by men connected with the stock yards and railroads, should be provided with branch library buildings.

These sections are too far from the Main building or the nearest branch to be served and the Library Board feels that the system will not be complete until buildings are provided. A committee has been appointed to ask Mr. Carnegie for \$50,000 to erect two additional branch buildings.

The figures given in the statement of the circulation and other work in the library are for the twelve months ending March 31, 1914.

GEORGE T. SETTLE
Librarian



ORDER AND ACCESSION DEPARTMENT

WORK OF THE ORDER AND ACCESSION DEPARTMENT

April 1913—March 1914

Volumes ordered	16,634
Volumes accessioned	18,514
Volumes bound	576
Volumes rebound	9,535
Volumes mended	19,572
Volumes handled	72,275
Order cards collated	32,551

In this department are centralized the entire purchasing activities of the library



CATALOG DEPARTMENT

WORK OF THE CATALOG DEPARTMENT

April 1913—March 1914

Volumes cataloged	19,134
Catalog cards made	32,248
Shelf lists and officials	4,825
Total	37,073
Pamphlets classified	4,661
Pictures classified	184
Lists multigraphed	52
Volumes discarded	7,432
Total volumes cataloged	201,492
Total volumes discarded	27,941
Total catalog cards	306,867



DELIVERY ROOM

MAIN LIBRARY

Carnegie building opened July 24, 1908

Cost

Building construction		\$256,838 53
Steel stacks		35,434 00
Furniture, fixtures and decoration		24,152 42
		\$316,424 95
Cost of site	\$110,225 52	
Improving grounds	8,964 30	119,189 82
		\$435,614 77
Volumes in library on opening day 65,707—estimated value		100,000 00
Total		\$535,614 77

Gift of Andrew Carnegie \$250,000.



OPEN SHELF ROOM

MAIN LIBRARY AND BRANCHES

April 1913—March 1914

Volumes in libraries 173,551

Total circulation of books for home use	906,905
Average monthly circulation	75,575
Registered borrowers using the library	49,504

April 1912—March 1913

Total circulation of books for home use	721,011
Average monthly circulation	60,084
Registered borrowers using the library	40,647

Increase circulation	185,894
Increase average monthly circulation	15,491
Increase registered borrowers	8,857

Circulation at Main April 1913—March 1914	296,507
Circulation at Main April 1912—March 1913	264,729
Increase circulation	31,778



REFERENCE ROOM

MAIN LIBRARY AND BRANCHES

April 1913—March 1914

Reference books	26,922
Reference questions looked up	35,705
Average number of questions monthly	2,976

April 1912—March 1913

Reference books	25,358
Reference questions looked up	31,038
Average number of questions monthly	2,587

Increase reference books	1,564
Increase questions	4,667
Increase average number of questions	389

MAIN LIBRARY

Magazines on file	302
Bibliographies compiled	129
Printed lists issued	6
Books and magazines loaned	3,140
Books and magazines to non-residents	258
Pictures loaned	188
Books borrowed from libraries	30
Newspaper clippings concerning the library	377



NEWSPAPER AND CIVICS ROOM

This room is a part of the Reference Department and was opened on March 30, 1914.

Books, pamphlets, etc. on municipal subjects are being collected from all the cities in the country and the material cataloged and classified for ready reference. Clippings from newspapers, and separates from magazines and books are being classified and filed. This room promises to be very useful and will be of great benefit to the people.

There are on file 79 daily, semi-weekly and weekly newspapers. The Louisville daily papers are being indexed for local items.



CHILDREN'S ROOM

MAIN LIBRARY AND BRANCHES

April 1913—March 1914

Total circulation of children's books	376,832
Average monthly circulation	31,403
Teachers' books circulated	6,205
Pictures circulated	4,506
Registered children using the library	25,905

April 1912—March 1913

Total circulation of children's books	301,700
Average monthly circulation	25,142
Teachers' books circulated	4,121
Pictures circulated	2,328
Registered children using the library	20,999

Increase circulation	75,132
Increase average monthly circulation	6,261
Increase teachers' books circulated	2,084
Increase pictures circulated	2,178
Increase registered children	4,906

Circulation at Main April 1913—March 1914	65,739
Circulation at Main April 1912—March 1913	57,255

Increase circulation	8,484
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BROADWAY PUBLIC SCHOOL CLASS ROOM

CLASS ROOM COLLECTIONS IN SCHOOLS

April 1913—March 1914

Total circulation of books for home use	115,349
Average monthly circulation	9,613
Books used in class rooms	6,500
Number of class rooms	213

April 1912—March 1913

Total circulation of books for home use	113,311
Average monthly circulation	9,443
Books used in class rooms	5,100
Number of class rooms	209

Increase circulation	2,038
Increase average monthly circulation	170
Increase books	1,400
Increase class rooms	4



YOUNG WOMEN'S CHRISTIAN ASSOCIATION STATION

STATIONS AND EXTENSION DEPARTMENT

April 1913—March 1914

The Library Board allowed the full time of one assistant for this work in March 1913 and organized it as a new department in March 1914.

Through this department, books are placed in factories, department stores, social centers, etc., located at a considerable distance from the Main library or branches. The collections are placed with the understanding that some one connected with the institution is to take charge and make a report of the circulation each month. Annotated lists have been printed of the collections used.

The library through this department is placing books in the hands of readers who otherwise could not have been reached and is bringing the library nearer to the homes of the people.



LOUISVILLE COTTON MILLS STATION

STATIONS AND EXTENSION DEPARTMENT

April 1913—March 1914

Total circulation of books for home use	69,574
Average monthly circulation	5,798
Books used in stations	3,741
Number of stations	50

April 1912—March 1913

Total circulation of books for home use	31,168
Average monthly circulation	2,598
Books used in stations	1,838
Number of stations	21

Increase circulation	38,406
Increase average monthly circulation	3,200
Increase books	1,903
Increase stations	29



ART ROOM

A room on the second floor is set aside for art exhibits. It is used by the Louisville Art Association, Louisville Artists' League and other organizations for exhibits.

In the erection of the building the entire third floor above the Delivery Room was intended for an art gallery, but the ventilation is bad and thus far it has been used for storage only. It has been suggested that the necessary changes be made to fit it for its original purpose. An architect was employed and plans and specifications submitted, but the estimates for the work amounted to \$15,000 and the Library Board is not in a position to appropriate this amount.

If the changes could be made, the city would have a permanent art gallery and art lovers would soon provide a collection.



MUSEUM

The Library Museum contains much historical material and many valuable curios. The Troost collection of minerals and the Octavia A. Shreve Memorial collection are among the best in the South. The collections of birds, shells, etc. gathered by the Polytechnic Society are noteworthy.

The Museum has received many gifts. The most recent is the collection of the Jefferson Institute of Arts and Sciences. This contains the Souther-Thruston collection of butterflies, birds, bird eggs and shells, the Altsheler collection of mammals, the Ballard-Thruston Roman collection, the Peter-Escott museum collection, the Thruston-Ballard Egyptian collection and other material.

The Museum is a popular visiting place for the public and is used by children in the schools and students in other educational institutions in the city.

It occupies the entire east wing of the basement and has a floor space of 3723 square feet. The quarters formerly used as a Newspaper Room including the corridor, 1443 square feet of floor space, were added when the Newspaper Room was moved to the second floor.



ASSEMBLY ROOM

The Assembly Room, occupying the end of west wing of the basement, is set aside for public meetings and gatherings. This is a splendid room for the purpose, well lighted and ventilated, and has a seating capacity of 350 persons. It has been used for the annual meeting of the Library Department of the Southern Educational Association, the Kentucky Humane Society, Kentucky State Association of Graduate Nurses, Louisville Anti-Tuberculosis Association, Parent-Teachers' League and other organizations.

The following are some of the organizations that meet in the Assembly Room, Teachers' Room and in the Art Room when it is not in use. Similar sectional organizations meet at the branch libraries.

Alliance Francaise
 Anti-Smoke League
 Civic League
 Conference of Charity Workers
 Drama League
 Guild of Louisville Teachers
 Housewives' League
 Kindergarten Alumnae Club
 Louisville Artists' League
 Normal Association
 Problem Study Club
 Sorosis Club
 Tourist Club
 Woman's Organization of
 National Association of
 Retail Druggists
 Alumnae Club (L. G. H. S.)

Board of Visitors for the Educa-
 tion of the Blind
 Conference of Social Workers
 Filson Club of Kentucky
 History Study Club
 Junior Hospital Circle
 Louisville Art Association
 Louisville Literary Club
 People's Forum
 Polytechnic Society
 Suffrage Association
 Woman's Auxiliary of Kentucky
 Humane Society
 Woman's Outdoor Art League
 Women's Progressive Service
 League.



LIBRARY DELIVERY AUTOMOBILE

An automobile is used to make daily runs to the branch libraries, schools and stations to deliver books, supplies, etc. This machine enables the Librarian and Heads of departments to keep in close touch with the work and to visit the various library centers frequently.

The policy of using the Main library collection of books in work at the branches is made popular with this quick delivery system. Books requested are sent the same day if necessary or within twenty-four hours if on the shelves.



HIGHLAND BRANCH LIBRARY

Cost

Building construction	\$29,312 87
Furniture	1,968 45
	\$31,281 32
Cost of site	4,000 00
	\$35,281 32
Volumes in library on opening day 5,838—value	5,537 48
Total	\$40,818 80

Gift of Andrew Carnegie \$29,312.87



HIGHLAND BRANCH—CHILDREN'S ROOM

Organized June 1901

Transferred to Louisville Free Public Library January 1905

Carnegie building opened February 8, 1908

April 1913—March 1914

Volumes in library 8,508

Total circulation of books for home use	60,202
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Average monthly circulation	5,016
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April 1912—March 1913

Total circulation of books for home use	52,690
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Average monthly circulation	4,390
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Increase circulation	7,512
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Increase average monthly circulation	626
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PORTLAND BRANCH LIBRARY

Cost

Building construction	\$22,918.00
Furniture	1,317.00
	\$24,235.00
Cost of site	3,000.00
	\$27,235.00
Volumes in library on opening day 8,681—value	7,744.17
	\$34,979.17

Gift of Andrew Carnegie \$24,235.00



PORTLAND BRANCH—INTERIOR

Opened in rented quarters December 1905
Carnegie building opened October 24, 1913

April 1913—March 1914

Volumes in library 8,885

Total circulation of books for home use	60,613
Average monthly circulation	5,051

April 1912—March 1913

Total circulation of books for home use	69,987
Average monthly circulation	5,832

Decrease circulation	9,374
Decrease average monthly circulation	781

A decrease in circulation was anticipated when the Jefferson Branch was opened, but this loss is expected to be regained at the new location.



CRESCENT HILL BRANCH LIBRARY

Cost

Building construction	\$26,214.96
Furniture	1,608.25
	\$27,823.21
Cost of site	2,500.00
	\$30,323.21
Volumes in library on opening day 1,911—value	2,065.61
Total	\$32,388.82

Gift of Andrew Carnegie \$26,214.96.



CRESCENT HILL BRANCH—CHILDREN'S ROOM

Carnegie building opened September 29, 1908

April 1913—March 1914

Volumes in library 6,238

Total circulation of books for home use	65,349
Average monthly circulation	5,445

April 1912—March 1913

Total circulation of books for home use	54,637
Average monthly circulation	4,553

Increase circulation	10,712
Increase average monthly circulation	892



PARKLAND BRANCH LIBRARY

Cost

Building construction	\$20,808.95
Furniture	1,860.37
	\$22,669.32
Cost of site	2,500.00
	\$25,169.32
Volumes in library on opening day 2,002—value	2,089.83
Total	\$27,259.15

Gift of Andrew Carnegie \$20,808.95



PARKLAND BRANCH—CHILDREN'S ROOM

Carnegie building opened October 15, 1908

April 1913—March 1914

Volumes in library 5,941

Total circulation of books for home use	65,999
Average monthly circulation	5,500

April 1912—March 1913

Total circulation of books for home use	50,764
Average monthly circulation	4,230

Increase circulation	15,235
Increase average monthly circulation	1,270



SHELBY PARK BRANCH LIBRARY

Cost

Building construction	\$24,520.95
Furniture	1,714.00
	\$26,234.95
Cost of site	1,200.00
	\$27,434.95
Volumes in library on opening day 1,211—value	1,134.32
Total	\$28,569.27

Gift of Andrew Carnegie \$25,893.45



SHELBY PARK BRANCH—CHILDREN'S ROOM

Carnegie building opened March 27, 1911

April 1913—March 1914

Volumes in library 5,503

Total circulation of books for home use	65,039
Average monthly circulation	5,419

April 1912—March 1913

Total circulation of books for home use	53,912
Average monthly circulation	4,492

Increase circulation	11,127
Increase average monthly circulation	927



JEFFERSON BRANCH LIBRARY

Cost

Building construction	\$21,161.96
Furniture	1,542.10
	\$22,704.06
Cost of site	1,375.00
	\$24,079.06
Volumes in library on opening day 2,298—value	2,320.59
Total	\$26,399.65

Gift of Andrew Carnegie \$22,704.06



JEFFERSON BRANCH—CHILDREN'S ROOM

Carnegie building opened March 6, 1913

April 1913—March 1914

Volumes in library 3,209

Total circulation of books for home use	71,092
Average monthly circulation	5,924

The circulation for March 1913, the first month this branch was open, was 4,620 volumes. The average monthly circulation for the year (5,924 volumes) exceeds the first month's record.



WESTERN COLORED BRANCH LIBRARY

Cost

Building construction	\$30,935.33
Furniture	1,746.63
	\$32,681.96
Cost of site	3,105.00
	\$35,786.96
Volumes in library on opening day 6,698—value	4,972.61
Total	\$40,759.57

Gift of Andrew Carnegie \$30,935.33



WESTERN COLORED BRANCH—CHILDREN'S ROOM

Opened in rented quarters September, 1905
Carnegie building opened October 29, 1908

April 1913—March 1914

Volumes in library 10,128

Total circulation of books for home use	31,703
Average monthly circulation	2,642

April 1912—March 1913

Total circulation of books for home use	20,964
Average monthly circulation	2,580

Increase circulation	739
Increase average monthly circulation	62



EASTERN COLORED BRANCH LIBRARY

Cost

Building construction	\$19,250.81
Furniture	1,273.50
	\$20,524.31
Cost of site	5,000.00
	\$25,524.31
Volumes in library on opening day 2,117—value	2,211.12
Total	\$27,735.43

Gift of Andrew Carnegie \$19,895.38



EASTERN COLORED BRANCH—INTERIOR

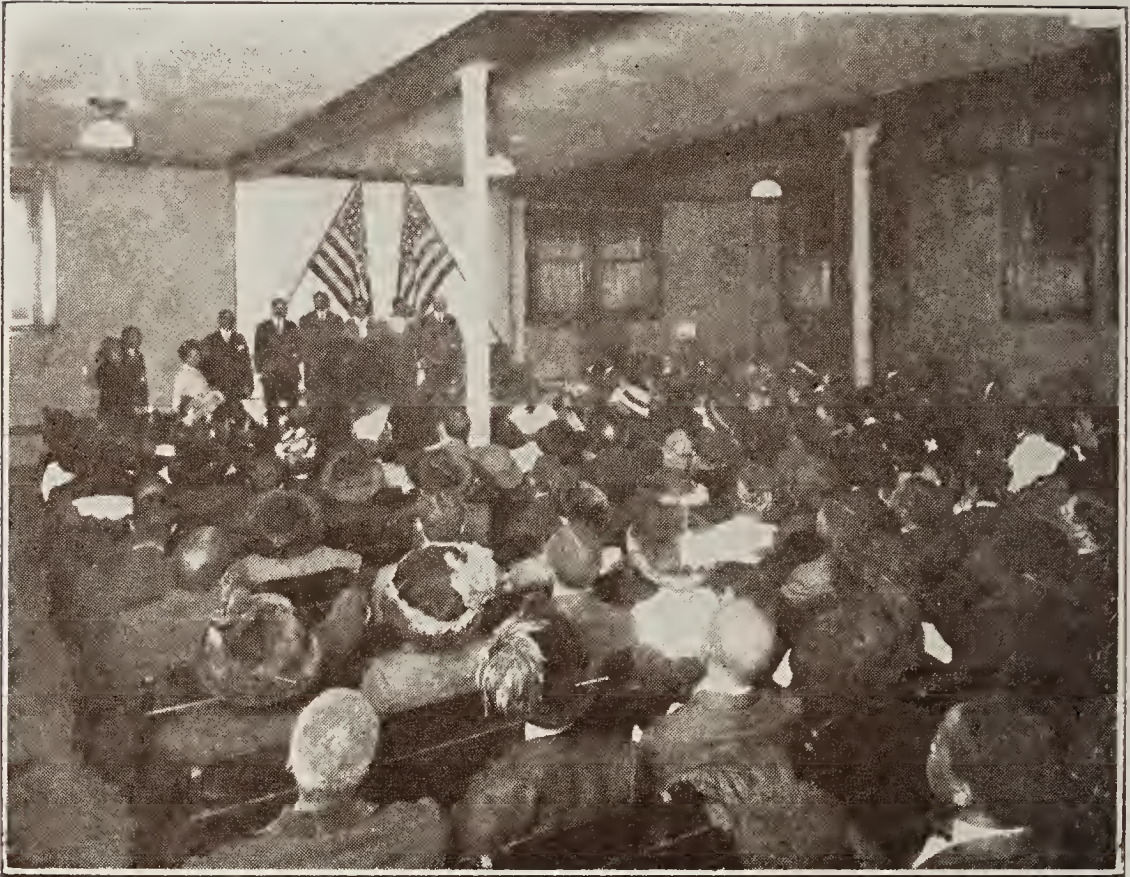
Carnegie building opened January 28, 1914

Volumes in library 2,171

Circulation of books February 1914	1,969
Circulation of books March 1914	3,004
Total circulation for the two months	4,973

Average monthly circulation for two months 2,487 Volumes

The opening of the second colored branch has not affected the circulation at the other branch. There was an increase in circulation at the Western Colored Branch for the two months. This shows that additional readers have been reached by the new branch.



WESTERN COLORED BRANCH—SOCIAL EVENING

April 1913—March 1914

The following clubs and reading circles meet regularly in rooms in the building. Similar organizations are being formed for the Eastern Colored Branch.

Bannecker Reading Circle
Dunbar Literary Club
Girls' Reading Club
Story Hour
Wilberforce Club
Douglass Debating Club
Fisk Club
Normal Alumni
Sunday School Training Class
Y. W. C. A.

The State Medical Association, Business League, Annual Conference of the Y. M. C. A., State Federation of Colored Women's Clubs, Teachers' Institute and other gatherings were held in the Assembly Room during the year.



EASTERN COLORED BRANCH—STORY HOUR

The Story Hour is popular at all the libraries. It is held weekly at the Main library and at the two colored branches, and monthly at the other branches. The attendance is usually greater than the seating capacity of the assembly rooms. At the Main library the story is often repeated two or three times the same afternoon.

An annual story telling contest is held at the Western Colored Branch in May or June, and it is always a great day for the colored children. A movement is on foot to form a colored organization to be known as the Story Hour League and it is intended to interest the children of other States in the work.

ADVERTISING THE LIBRARY

April 1912—March 1914

Business methods have been used to increase registration, the circulation of books and the use of the library. The public has been reached by the use of the daily press, printed booklists, and multigraphed circulars and letters. The library scrap books show 895 clippings from newspapers concerning the library. There were 137 lists multigraphed and distributed to the amount of 29,655 copies.

The following are some of the printed lists and publications that have been issued:

Annual Reports

Books and Magazine Articles on Battle of Tippecanoe,
River Raisin and the Thames

Books and Magazine Articles on Oliver Hazard Perry and
the Battle of Lake Erie

Books for Boys and Girls

Education, Selected List of Books with Annotations

Extension of Privileges

Gardens and Gardening, Selected List of Books with Annotations

German Books in the Louisville Free Public Library

Invitation to the A. L. A.

Plays Endorsed by the Drama League of America

Prevention of Tuberculosis

Reading Lists for School Room Collections Grades 3-8

Some Books on Child Welfare

Some Detective Stories and Tales of Mystery

Stations and Extension Department Collections Annotated Lists 1-5

Summer Privileges

LIBRARY STAFF

GEORGE T. SETTLE, LIBRARIAN

Carolyn E. Adelberg, Librarian's Secretary

Bertha L. Guntermann, Senior Assistant Order Department

Clara L. Behrens Josie McCormack
Minnie Lunn Mary Mullins
Mary J. Burns

May Wood Wigginton, Head Catalog Department

Anna Coldewey Marguerite Seeley
Edna Grauman Esther Spohn
Mignon Key Maude Tracy
Francis C. Montfort, page

Jennie M. Flexner, Head Circulation Department

Mary G. English Mary A. Thomas
Pearl Hinesley Matilda B. Tyler
Marie Maloney Ella C. Warren
Grace Tabb Hall Warren
Robert Beierlein, page Clarence Storey, page
Charles Kaelin, page

Caroline Q. Fullerton, Head Reference Department

Esther V. Bakewell Alice F. Gilmore
Cora M. Beatty Mary Brown Humphrey
Susan B. Shane, *Museum Attendant*
Chester Reans, page Sterling Thompson, page

Bernice W. Bell, Head Children's Department

Laura M. Fay Maude Schon
Alec Cohan, page

Jennie O. Cochran, Head Stations and Extension Department

Highland Branch	Mary B. Pratt, Librarian Elizabeth S. Woodson
Portland Branch	Ada K. Sievers, Librarian Anna Giles Greenaway
Crescent Hill Branch	Sallie T. Berryman, Librarian Ruth Theobald
Parkland Branch	Jessie M. Taylor, Librarian Geneva Netherton
Shelby Park Branch	Lorraine Norris, Librarian Sarah A. Dreher
Jefferson Branch	Minnie Dearing Miller, Librarian Alma G. St. Clair

Colored Branches, Thos. F. Blue, Librarian

Western Colored	Elizabeth I. Finney Jane J. Simpson
Eastern Colored	Rachel D. Harris Lillie S. Edwards

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is a collection of Books.”

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